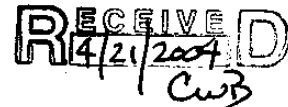


**TAKE HOME VEHICLE INFORMATION**  
**APRIL 2004**

EMPLOYEE	RESIDENTIAL ADDRESS		RESIDENCE COUNTY/CITY	VEHICLE #	ROUND TRIP MILEAGE	ASSIGNMENT	STATUS
Jack Lewis	1400 Edley Place	Lynchburg, VA 24502	City of Lynchburg	2527		Deputy Chief	Exempt
Charles Bennett	714 Wyndhurst Drive	Lynchburg, VA 24502	City of Lynchburg	2507		Chief of Police	Exempt
David Scalf	145 Bon Ton Road	Lynchburg, VA 24503	City of Lynchburg	2552		Captain - Admin. Div.	Exempt
Michael Spencer	108 Brook Ridge Place	Forest, VA 24551	Bedford County	2528	23.0	Deputy Chief	Exempt
Mark Patterson	1094 Peyton Ridge Court	Forest, VA 24551	Bedford County	2441	28.2	Administrative Officer	Exempt
Barry Martin	215 Simsbury Lane	Forest, VA 24551	Bedford County	2376	18.8	ECC Administrator	Exempt
William Aldrich	1052 Longmeadows Drive	Lynchburg, VA 24502	City of Lynchburg	2588		Deputy ECC Admin.	Non-Exempt
H Wayne Duff, Jr	145 Marguerite Drive	Lynchburg, VA 24503	City of Lynchburg	2510		Captain - East Div.	Exempt
Gaurry Cyrus	113 Green Tree Drive	Forest, VA 24551	Bedford County	2523	20.8	Captain - South Div.	Exempt
Parks Snead	325 Sumpter Street	Lynchburg, VA 24503	City of Lynchburg	2508		Captain - North Div.	Exempt
Brandon Zuidema	1807 Meadow Down Drive	Forest, VA 24551	Bedford County	2774	24.4	Lt. - Investigations	Non-Exempt
Eugene Wingfield	1414 Nelson Drive	Lynchburg, VA 24502	City of Lynchburg	2742		Captain - CID	Exempt
Thomas Lawton	6566 Charlemont Road	Goode, VA 24556	Bedford County	2741	41.0	Lt. - Investigations	Non-Exempt
Andrew Vest	1091 Manor View Court	Lynchburg, VA 24503	Bedford County	2370	14.8	Captain - Special Ops	Exempt
Louis Faust	222 Deborah Drive	Lynchburg, VA 24501	Campbell County	2567	22.2	Chief Animal Warden	Non-Exempt
Dennis Cruise	140 Hermitage Road	Lynchburg, VA 24502	City of Lynchburg	2618		POIII - Traffic Crash Tm	Non-Exempt
Arthur Wagner	1241 Bellevue Road	Forest, VA 24551	Bedford County	2748	31.6	POIII - Traffic Crash Tm	Non-Exempt
Terrell Wright	109 Brookstone Drive	Forest, VA 24551	Bedford County	2531	25.2	Lt. - Traffic Unit	Non-Exempt
Michael Staley	226 London Downs Drive	Forest, VA 24551	Bedford County	2632	27.0	Lt. - TAC Supervisor	Non-Exempt
Ronnie Sitler	111 Branderwood Drive	Rustburg, VA 24588	Campbell County	2619	28.2	POIII - Traffic Crash Tm	Non-Exempt
Jac Phelps	105 Tomahawk Drive	Lynchburg, VA 24502	City of Lynchburg	2681		POIII - Traffic Crash Tm	Non-Exempt
Ernest Williams	111 Moultrie Place	Lynchburg, VA 24502	Bedford County	2775	15.8	Lt. - TAC Supervisor	Non-Exempt
Joseph Hedges	143 Timberlake Drive	Lynchburg, VA 24502	Campbell County	2649	19.8	K-9 Officer	Non-Exempt
Jon DeBlock	211 Shadwell Drive	Lynchburg, VA 24503	Bedford County	2420	17.8	K-9 Officer	Non-Exempt
Ryan Zuidema	314 Warren Avenue	Lynchburg, VA 24501	City of Lynchburg	2690		K-9 Officer	Non-Exempt
Daniel Black	4086 West River Road	Scottsville, VA 24590	Albemarle County	2704	***	<b>*** Does not take a car home!</b>	
K Todd Swisher	2712 Farmington Place	Lynchburg, VA 24503	City of Lynchburg	2772		Lt. - Vice/Narco Super	Non-Exempt
Matthew Marsteller	107 Stillhouse Run	Lynchburg, VA 24503	Bedford County	None	16.6	POIII - Vice/Narco Inv	Non-Exempt
Mark Jamison	1140 Hawkins Farm Road	Lynchburg, VA 24503	Bedford County	2706	21.2	POIII - Vice/Narco Inv	Non-Exempt
Steven Saxon	17376 Leesville Road	Evington, VA 24550	Campbell County	None	22.2	POIII - Vice/Narco Inv	Non-Exempt
Dan Riley	Rt. 3, Box 329	Appomattox, VA 24522	Appomattox County	None	44.2	POIII - Vice/Narco Inv	Non-Exempt
Marty Soyars	1150 Caperton Way	Forest, VA 24551	Bedford County	2782	27.4	POIII - Vice/Narco Inv	Non-Exempt

TAKE HOME VEHICLE INFORMATION  
APRIL 2004

EMPLOYEE	RESIDENTIAL ADDRESS	RESIDENCE COUNTY/CITY	VEHICLE #	ROUND TRIP MILEAGE	ASSIGNMENT	STATUS
Police Department Total:				490.2		



The City of Lynchburg, Virginia

## MEMORANDUM

TO: Col. C.W. Bennett, Jr.  
FROM: Major M.B. Spencer *mbs 4/19/04*  
DATE: April 19, 2004  
RE: Take Home Vehicle – 2003  
FILE:

Listed below are the dates and occurrences in which I was called out or reported for duty early or stayed over beyond my regular tour of duty for calendar year 2003.

**3/11/03** – Attended City Council meeting. (Return to duty, 3 hours)

**4/1/03** – Police/Fire Command Group meeting. (Came in early, 1 hour)

**4/2/03** – Central Va. Law Enforcement Officers meeting. (Came in early, ½ hour)

**4/16/03** – Regional area Sheriffs and Chiefs meeting. (Came in early, ½ hour)

**4/17/03** – Completing paperwork prior to reporting for Firearms Training. (Came in early, 3 hours)

**4/28/03** – Handling personnel matter. (Stayed over, 1 hour)

**4/29/03** – Completing paperwork. (Stayed over, 1 ½ hours)

**4/30/03** – Addressing two personnel matters. (Stayed over, 2 hours)

**5/1/03** – Represent the Command Staff at the LPD Citizens Academy Graduation. (Return to duty, 1 ½ hours)

**5/6/03** – Police/Fire Command Group meeting. (Came in early, 1 hour)

**5/10/03** – Attending a conference in Natural Bridge on day off. (5 hours)

**5/23/03** – Address a personnel matter. (Stayed over, ½ hour)

**6/3/03** – Police/Fire Command Group meeting. (Came in early, 1 hour)

**6/4/03** – City School "Master Partnership" meeting. (Came in early, 1 hour)

**6/9/03** – LPD all-day training. (Came in ½ hour early to "kick-off" training day)

**6/17/03** – Completing paperwork and attended the Central Virginia Criminal Justice Academy Graduation. (Stayed over, 5 hours)

**6/18/03** – LPD all-day training. (Came in ½ hour early to "kick-off" training day)

**7/1/03** – Police/Fire Command Group meeting. (Came in early, 1 hour)  
**7/7/03** – Address personnel matter. (Stayed over, ½ hour)  
**7/10/03** – Attend the Lynchburg Fire Department Promotional Ceremony. (Stayed over 1 ½ hours)  
**7/18/03** – Annual LPD Neighborhood Watch Cookout. (Stayed over 3 hours)

**8/5/03** – Police/Fire Command Group meeting. (Came in early, 1 hour)  
**8/5/03** – “National Night Out” festivities. (Stayed over 4 hours)  
**8/6/03** – Central Virginia Law Enforcement Officers meeting. (Came in early, ½ hour)  
**8/9/03** – Returned on day-off to maintain security of the West Building while the carpets were being cleaned. (Return to duty, 6 hours)  
**8/10/03** – Attend VACP meeting in Virginia Beach, Va. on day-off. (7 ½ hours)  
**8/20/03** – Regional area Sheriffs and Chiefs meeting. (Came in early, ½ hour)  
**8/27/03** – Completing paperwork. (Came in early, 1 hour)  
**8/30/03** – Came in on day-off to complete PD Promotional Evaluation. (Return to duty, 5 hours)

**9/1/03** – Came in on day-off to complete PD Promotional Evaluation. (Return to duty, 3 ½ hours)  
**9/2/03** – Complete PD Promotional Evaluation. (Stayed over, 2 ½ hours)  
**9/4/03** – Completing paperwork and instructing at the LPD Citizens Academy. (Stayed over, 4 hours)  
**9/8/03** – Participate as a panelist on a LPD Promotional Review Board. (Came in early, 1 ½ hours)  
**9/10/03** – Meet with LPD Promotional Review Board Panel. (Came in early, 1 ½ hours)  
**9/11/03** – “Victory House” Dedication Ceremony. (Stayed over, 1 ½ hours)  
**9/22/03** – Review/proof LPD Promotional Process results. (Stayed over 1 ½ hours)

**10/2/03** – Instruct in the LPD Citizens Police Academy. (Stayed over, 3 hours)  
**10/6/03** – Travel to Richmond for a PELS Conference. (Came in early, 1 hour)  
**10/7/03** – Police/Fire Command Group meeting. (Came in early, 1 hour)  
**10/14/03** – LPD Pay Team meeting. (Came in early, ½ hour)  
**10/15/03** – Regional area Sheriffs and Chiefs meeting. (Came in early, ½ hour early)  
**10/17/03** – Making promotional process notifications. (Stayed over, ½ hour)  
**10/17/03** – Completing paperwork. (Stayed over, ½ hour)  
**10/20/03** – Completing paperwork. (Stayed over, ½ hour)  
**10/22/03** – Meet with LPD Foundation Board members to discuss upcoming project prior to me reporting to the range for firearms qualifications. (Came in early, 1 ½ hours)

**11/19/03** – Regional Area Sheriffs and Chiefs meeting. (Came in early, ½ hour)

**11/20/03** – Completing paperwork and attending the LPD Citizens Police Academy. (Stayed over, 3 hours)

**11/21/03** – Travel to Raleigh, N.C., to attend Lt.'s LaPrade and Marshall's graduation from the Administrative Officer's Management Program. (Stayed over, 7 hours)

**12/2/03** – Police/Fire Command Group meeting. (Came in early, ½ hour)

**12/6/03** – Catch-up on paperwork after having been out of the office for two days. (Came in early, ½ hour)

**12/11/03** – Assist the Narcotics Unit and Tactical Units with the execution of four Search Warrants. (Stayed over, 3 hours)

**12/17/03** – Assisting the Narcotics Unit in attempting to locate a wanted subject. (Stayed over, ½ hour)

**12/22/03** – Meet with civilian employees at Lyncom regarding the LPD pay issue. (Stayed over, 2 hours)

**Total 103 1/2 hours.**

K. Todd  
Swisher/PubSafe/COL  
04/09/2004 05:34 PM

To Michael B Spencer/PubSafe/COL@COL  
cc  
bcc  
Subject

Major,

This is the additional information you requested regarding "Call Outs".

January 2003: 3 officers met with U.S. Attorney in Roanoke on 1/6  
1 officer met with city representatives on 1/3

February 2003: 3 officers had court on 2/10  
4 officers were involved in an undercover operation on 2/10  
1 officer had court on 2/3  
1 officer had to have his assigned vehicle repaired on 2/3  
2 officers were called out to assist Field Operations on 2/3

March 2003: 1 officer had court on 3/17  
1 officer had to come in and file a search warrant and complete administrative work on 3/17  
1 officer assisted Field Operations with a search warrant on 3/10  
1 officer had to have his assigned vehicle repaired on 3/3

April 2003: 4 officers responded to information from informant - interdiction of subject on 4/27  
1 officer took part in a special assignment on 4/27  
1 officer had court on 4/28  
2 officers appeared in Federal Court in Roanoke on 4/21  
1 officer took part in a special assignment on 4/14  
1 officer had court on 4/8  
1 officer had court on 4/7

May 2003: 3 officers were involved in an undercover operation on 5/24  
1 officer was involved in a special assignment on 5/19  
1 officer was involved in a special assignment on 5/12  
1 officer was involved in training on 5/4  
1 officer completed administrative work on 5/12  
1 officer assisted the Virginia State Police on 5/12  
1 officer recieved information from an informant that led to an arrest on 5/5

June 2003: 1 officer had court on 6/30  
1 officer assisted the Va. Drug Task Force on 6/28  
1 officer attended a meeting at the Department on 6/30  
3 officers were involved in an interview with the Task Force on 6/16  
1 officer had court on 6/9  
1 officer had a meeting in Richmond on 6/8  
2 officers had court on 6/2 (1 also did some administrative work) on 6/2

July 2003: 2 officers worked a special assignment on 7/21  
1 officer had court on 7/28  
2 officers met with an informant on 7/22  
1 officer assisted the Va. State Task Force on 7/7  
1 officer was involved with a special operation on 7/7

August 2003: 1 officer handled some asset forfeiture issues on 8/18  
1 officer had court on 8/4

September 2003: 1 officer had court on 9/29  
1 officer conducted a drug presentation on 9/28  
1 officer had court on 9/22  
2 officers were involved in a special operation on 9/20  
3 officers assisted with a special assignment on 9/18  
1 officer had court on 9/12  
1 officer had court on 9/11  
5 officers executed a search warrant  
5 officers attempted an interdiction on vehicle from D.C. on 9/1 (obtained info. from informant)

October 2003: 1 officer came out and met an informant  
1 officer completed paperwork on 10/31  
1 officer completed paperwork on 10/27  
1 officer returned seized vehicle to owner on 10/27  
1 officer attended meeting at the Department on 10/27  
1 officer had court on 10/27  
1 officer completed paperwork on 10/13  
2 officers met informant on 10/11  
1 officer taught at the C.V.C.J.A. on 10/13  
3 officers had court on 10/6  
1 officer was involved with a special operation on 10/3

November 2003: 1 officer attended a meeting at the Department on 11/24  
2 officers were involved in an interdiction on 11/15  
1 officer was involved in an interdiction on 11/16  
1 officer completed paperwork on 11/10  
1 officer completed paperwork on 11/2

December 2003: 2 officers assisted Field Operations on 12/28  
1 officer had federal court on 12/22  
1 officer completed paperwork on 12/22  
1 officer had court on 12/1

A total of 103 "Call-Outs" occurred during the year 2003 for members of this unit that live outside the city limits. Note: several officers may have responded for 1 incident and it is related above. Also, this statistic only captures call-outs that occurred on regularly scheduled days off. This does not include occasions where members of the unit came in early or stayed late on a particular work day - and this was a consistent occurrence. Rare is the day that this unit works 9 hours and goes home. It also does not include any occasions that I came out on my day off because I live in the City. Lastly, Dan Black does not take his assigned vehicle home because he lives too far away (commute over 1 hour each way).

Todd



## MEMORANDUM

TO: Capt. E.C. Wingfield

FROM: Lt. T.B. Lawton

DATE: April 12, 2004

RE: Take-home vehicles

FILE:

We currently assign the two CID unit lieutenants take-home cars. We also require the on-call investigator(s) to take their assigned vehicle home. Additionally, investigators will occasionally be allowed to take their assigned vehicles home due to other circumstances as detailed below. I believe that these assignments are justified based on the following:

On-call status:

- The Lieutenants and their Assistant Supervisors average seven to ten days of "on-call" status each month. During this time, the on-call Lieutenant/Assistant is subject to being summonsed to a crime scene or other incident at any location in the city.
- In addition to the normal on-call scheduling, the unit lieutenants are also summonsed to respond to more serious crimes that require more than the typical response of the two on-call CID personnel.
- When CID investigators are not on call their assigned vehicles are often used by other members of the Department for special activities that require unmarked vehicles (such as ABC Grant activities). The ability to have the take-home vehicle guarantees that they will have a vehicle ready for duty with all the proper forms and equipment (cameras, cassette tapes, etc.)
- The response time of CID personnel when called out can be significant:
  - o Should CID personnel be delayed in responding, there is the potential for it to impact the investigation as timely action is typically prudent for a thorough and successful criminal investigation.
  - o Any delay in the response of CID personnel also prolongs the impact of the incident on Field Operations Bureau staffing as they will normally be tasked with crime scene and perimeter security as well as other on-scene assignments.



- Requiring CID personnel (as with other on-call personnel) to respond to the police department to pick-up a vehicle not only delays the response time (by as much as forty-five minutes depending on the investigator and the location of the incident), but it also impacts the amount of overtime being expended as our personnel begin receiving compensation when they respond, whether it be directly to the scene in a city vehicle or to the police department to get a vehicle.

Responsibilities outside normal work hours:

- Investigators and supervisors will routinely attend meetings and investigators will conduct investigations both before and after their normal work hours as part of the requirements of their assignment. The availability of a vehicle at home allows for greater flexibility in the scheduling of interviews and other job-related responsibilities for the investigators.
- Both Supervisors and Investigators, as part of their community policing duties, are requested to instruct/inform citizen groups about crimes and current criminal activity. These periods are generally set up as after duty assignments at such venues as neighborhood watch meetings or Citizen Police Academy sessions.
- As with marked take-home vehicles, investigators and CID supervisors are expected to assist in any criminal or traffic related incidents when traveling to/from work.

Lt. Lawton, Investigator Barley, and Investigator Anderson reside outside the City limits. In the calendar year 2003 Investigator Anderson was called out 5 times, and Investigator Barley was called out 11 times. Lt. Lawton responded to the following call-outs:

1-2-03: Rape at 2130 hrs.

1-21-03: Malicious Wounding at 0100hrs.

3-8-03: Accidental shooting (juvenile) at 1445 hrs.

4-8-03: Robbery at 2330hrs.

4-12-03: Malicious Wounding at 0030 hrs.

4-21-03: Malicious Wounding at 0010 hrs.

5-22-03: Attempt Murder at 0430 hrs.

5-24-03: Interview Robbery Suspect at 1430 hrs.

6-7-03: Murder at 1500 hrs.

6-7-03: Murder Inv. And Child Abuse at 1330 hrs.

7-28-03: Rape at 1830 hrs.

8-31-03: Rape at 0115 hrs.

8-31-03: Rape at 0500 hrs.

9-01-03: Robbery at 2035 hrs.

9-03-03: Child Sex Assault at 0240 hrs.

9-06-03: Malicious Wounding at 1300 hrs.

9-06-03: Robbery at 2145 hrs.

11-09-03: Rape at 1530 hrs.

11-09-03: Rape at 0500 hrs.

12-06-03: Grand Larceny at 1130 hrs.

12-07-03: Child Porn at 1130 hrs.

12-25-03: Abduction at 11:30 hrs.

12-25-03: Robbery at 1900 hrs.

12-27-03: Burglary at 0930hrs.

**Lt. Zuidema was not assigned to the CID Division in 2003.**



MEMORANDUM

RECEIVED  
4/21/2004  
arb

To: Major J. K. Lewis  
FROM: Captain A. L. Vest  
DATE: April 10, 2004  
RE: Special Operations Division Captain / take-home Vehicle

The Special Operations Division Captain has several responsibilities which require the use of a Take-home Vehicle. Examples of some of these responsibilities are listed below. A special note regarding the Tactical Supervisors take-home vehicles should be information regarding all three tactical supervisors. The Special Operations Division Captain has Four separate units, Crime Prevention, Patrol support, the Traffic Unit and Animal Control. This includes Sworn Law Enforcement Personnel as well as civilian personnel. He also has the responsibilities for Special Event Coordination, Meeting with the Public (Neighborhood Watch Sessions, Citizen Police Academy, TIPS training for Special Events) as well as the personnel issues that may arise 24 hours a day. Also listed below are training considerations. The Division Captain is responsible for moving equipment ( Firearms, Ammunition, Specialized equipment) to and from training sites at varying hours throughout the day or night.

Tactical Unit Considerations

Tactical Supervisors remain On-Call to respond to Hostage/ Barricade Situations, High Risk Search Warrants and any other situations that would require specialized training and equipment. Each of the Supervisors are required to maintain specialized equipment in their vehicles to allow for immediate response to hazardous situations (It is important to note that these supervisors as well as Tactical Officers May be called upon to assist with High Risk Situations throughout the Central Virginia area.

These supervisors also respond to training situations, which require the specialized equipment maintained in their vehicles. Trained personnel can only utilize certain articles of the equipment in these vehicles. These supervisors are training and certified in several specialized fields (listed below). In addition to the training for the Lynchburg Police Department these supervisors also instruct specialized classes at the Central Virginia Criminal Justice Academy, Fort Pickett (Blackstone Va.) and at other Law Enforcement Jurisdictions throughout Central Virginia.

High Risk Tactical Entries: Call-Outs after normal work hours (Example - December 2003)

December 3, 2003 700 Court St. Apt.#D1  
December 5, 2003 801 Rockbridge Ave.  
December 11, 2003 1701 Taylor St.  
December 11, 2003 1105 16<sup>th</sup> St.  
December 11, 2003 1518 Taylor St.  
December 11, 2003 1712 Taylor St.  
December 26, 2003 306 Euclid Ave.

#### Example of Training Considerations:

LPD BI-annual Firearms  
LPD Remedial Firearms  
LPD Quarterly Firearms  
CVCJA Officer Survival  
CVCJA Firearms (Law Enforcement & Jailer Training)  
CVCJA Defensive Tactics  
CVCJA Basic Tactical  
CVCJA Responding to Crimes in Progress

#### Tactical Supervisors Certifications:

DCJS Firearms Instructors  
DCJS Defensive Tactics Instructors  
DCJS General Instructors  
Less Lethal Instructors (Taser, 12 gauge Bean Bag, 40MM exact impact, Chemical Agents)

#### Special Events Considerations

The Special Operations Division Captain is a member of the City of Lynchburg Special Events Committee. The Committee meets usually once a month and not always during the scheduled workday of the Division Captain. Our schedules sometimes change based on the need for personnel throughout the 24 hour period. (an example would be during firearms training the division Captains regular assignment hours are 1300 – 2200 hours). Once the Events are Scheduled he is responsible for Large Scale Special Events coordination of these events. This may require the Division Captain to be present or to schedule and train another supervisor, often the division captain will respond to make sure the event has been set up according to plan and everything is running smoothly.

#### Personnel Matters

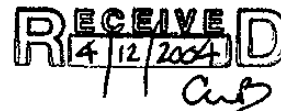
The Special Operations Division Captain has 25 Law Enforcement Personnel assigned to him as well as 15 Civilian positions. The Division Captain has Four separate units, Crime Prevention, Patrol support, the Traffic Unit and Animal Control. Inside these units are also 6 Cadet positions, 2 crossing guards, 2 Crime prevention specialist, 2 parking enforcement specialists, 2 animal naturalists and the 3 animal wardens. Personnel issues can occur 24 hours a day and the division captain would need to respond.

#### The Traffic Unit

The Traffic Unit handles all serious motor vehicle crashes in the City of Lynchburg. On fatality crashes the Special Operations Division Captain is notified and depending on the situation will respond.

#### Crime Prevention Unit

The Crime Prevention Unit schedules prevention type training and Neighborhood Watch Meeting at varying times throughout the day and early evening hours. Some of these activities require the attendance of the Division Captain. The Division Captain also gives presentations regarding safety issues, Officer and Citizen responsibilities as well as other topics. These activities can fall outside the regular work hours of the Division Captain. The Division Captains work schedule is subject to change sometimes on a daily basis.



Wayne Cyrus

04/09/2004 09:18 AM

To: Charles W Bennett/PubSafe/COL

cc: Jack K Lewis/PubSafe/COL@COL, Michael B  
Spencer/PubSafe/COL@COL, Wayne Cyrus/PubSafe/COL@COL, H.  
Wayne Duff/PubSafe/COL@COL, David R Scalf/PubSafe/COL@COL,  
Mark R Patterson/PubSafe/COL@COL, Barry K  
Martin/PubSafe/COL@COL, Bill Aldrich, Parks H  
Snead/PubSafe/COL@COL, Eugene C Wingfield/PubSafe/COL@COL,  
Andrew L Vest/PubSafe/COL@COL

Subject: Re: Fw: Take Home Vehicles

Col. Bennett,

I was not assigned a take home vehicle until my promotion in March, 2003. As the South Division captain I respond back to the PD, after regular duty hours, 2-3 times each week per month to address issues with my evening shift and midnight shift supervisors as well as verifying T&D for the pay periods. The frequency of these type returns can vary but is generally 2-3 times per week per month. 1-3 times per month I respond back to work a portion of evening shift and midnight shift in order to stay familiar with my officers and to demonstrate my commitment to them and the organization. I meet with all Lts and assistant supervisors every two months at 2100 hrs for a scheduled meeting. I also respond to any emergency call outs (tactical, malicious woundings, homicides, etc.) that may occur in the South Division. I responded after hours on two occasions due to officer injuries, motor vehicle crash and arrest situation. I responded twice, after duty hours, for a domestic situation involving Officer Worline and his wife. Remedial firearms trng. required responses both for after duty hours (night firing) and on a few Saturdays. That program ran over the past 20 weeks. I attend NHW meetings, usually 4 per month, after duty hours as well as the NHW coordinators meetings after hours.

3 x per week, per month=12 x 10 mos.= 120 returns/ to duty after normal hours

3 x per mos x 10 mos.= 30 returns/ to work a portion of evening and midnight hours after normal duty hours

6 scheduled meetings w/ Suprs. after normal duty hours

2 returns to duty for officer injuries

2 returns to duty for personnel issues

12 returns to duty to instruct Remedial Firearms

4 returns per mos. to attend NHW metings

2 returns per yr. to attend NHW Coordinators meetings

**These figures would equate to a conservative estimate of 178 returns to duty after normal duty hours**

RECEIVED  
4/13/2004  
CWB



The City of Lynchburg, Virginia

## MEMORANDUM

TO: Chief C.W. Bennett, Jr.  
FROM: Captain M.R. Patterson *MRP*  
DATE: April 12, 2004  
RE: Take Home Car  
FILE:

During the time frame of this report (2003) I was able to identify 29 (dates) that required extended duty or call backs. The incidents include Tactical call outs, call backs relating to personnel matters, speaking engagements (crime prevention), attending Neighborhood Watch meetings and civic organizational meetings as a representative of the LPD, coordinating and instructing in the Citizens Police Academy and the Junior Public Safety Academy, special events, conducting in-service training after hours, and training at Fort Pickett (firearms, officer survival and tactical training).

I was unable to ascertain the exact dates, times, and locations of the events listed above. Many crime prevention and educational programs are scheduled during non business hours, nights and weekend, to allow citizens the opportunity to attend and participate. Tactical call outs occur randomly.

EQUIP #      YEAR/MAKE/MODEL      TYPE OF VEHICLE

**SHERIFF'S DEPARTMENT**

2694	2003 FORD CROWN VICTORIA	Grant money purchase
2789	1998 FORD WINDSTAR	Grant money purchase
2228	1996 CHEVROLET CAPRICE	Police Car - Field
2423	1998 FORD CROWN VICTORIA	Police Car - Field
2556	2000 CHEVROLET Impala	Police Car - Field
2557	2000 CHEVROLET Impala	Police Car - Field
2558	2000 CHEVROLET Impala	Police Car - Field
2675	2003 FORD CROWN VICTORIA	Police Car - Field
2754	2003 FORD CROWN VICTORIA	Police Car - Field
2755	2003 FORD CROWN VICTORIA	Police Car - Field
2422	1998 GMC SUBURBAN	SUV - Large
2435	1999 CHEVROLET TAHOE	SUV - Large
2485	1999 CHEVROLET TAHOE 4DR.	SUV - Large
2340	1997 FORD EXPLORER	SUV - Midsize
2345	1997 JEEP CHEROKEE	SUV - Midsize
2474	1999 FORD EXPLORER	SUV - Midsize
2737	2003 FORD EXPLORER	SUV - Midsize

**TOTALS FOR DEPARTMENT 400: 17 VEHICLES**

**POLICE DEPARTMENT**

2245	1984 CHEVROLET 3500	1 Ton Chassis - Special Body
2393	1984 CHEVROLET 3500	1 Ton Chassis - Special Body
2261	1985 CHEVROLET 2500	3/4 Ton Pickup
2692	1967 INTERNATIONAL R190A4X4	Armored Car
1614	1985 FORD VAN	Cargo Van
1797	1988 CHEVROLET VAN	Cargo Van
2509	2000 GMC SAVANA VAN	Cargo Van
2720	2000 BUICK LE SABRE	Confiscated
2723	2000 PONTIAC GRAND PRIX	Confiscated
2724	2000 PONTIAC GRAND PRIX	Confiscated
2650	2001 FORD CROWN VICTORIA	Full size car
2731	2003 FORD CROWN VICTORIA	Full size car
2618	2001 CHEVROLET SUBURBAN	Grant money purchase
2300	1996 CHEVROLET LUMINA	Midsize Car
2441	1998 CHEVROLET LUMINA	Midsize Car
2443	1997 FORD TAURUS	Midsize Car
2525	2000 BUICK Regal	Midsize Car
2549	2000 BUICK CENTURY	Midsize Car
2551	2000 CHEVROLET Impala	Midsize Car
2552	2000 CHEVROLET Impala	Midsize Car
2553	2000 CHEVROLET Impala	Midsize Car
2646	2001 FORD TAURUS	Midsize Car
2702	2002 FORD TAURUS	Midsize Car
2703	2002 FORD TAURUS	Midsize Car
2704	2002 FORD TAURUS	Midsize Car

2705	2002 FORD TAURUS	Midsize Car
2706	2002 FORD TAURUS	Midsize Car
2740	2003 FORD TAURUS	Midsize Car
2741	2003 FORD TAURUS	Midsize Car
2742	2003 FORD TAURUS	Midsize Car
2743	2003 FORD TAURUS	Midsize Car
2772	2003 FORD TAURUS	Midsize Car
2773	2003 FORD TAURUS	Midsize Car
2774	2003 FORD TAURUS	Midsize Car
2781	2003 FORD TAURUS	Midsize Car
2782	2003 FORD TAURUS	Midsize Car
2785	2003 FORD TAURUS	Midsize Car
1937	1990 KWSKI MOTORCYCLE	Motorcycle
1938	1990 KWSKI MOTORCYCLE	Motorcycle
2495	2000 HRLDV MOTORCYCLE	Motorcycle
2765	1994 BMW MOTORCYCLE	Motorcycle
2574	2001 GMC SAVANA VAN	Paddy Wagon
2775	2004 FORD CROWN VICTORIA	Police Car - Admin.
2420	1998 FORD CROWN VICTORIA	Police Car - Field
2454	1999 FORD CROWN VICTORIA	Police Car - Field
2465	1999 FORD CROWN VICTORIA	Police Car - Field
2507	2000 CHEVROLET Impala	Police Car - Field
2508	2000 CHEVROLET Impala	Police Car - Field
2510	2000 CHEVROLET Impala	Police Car - Field
2519	2000 CHEVROLET Impala	Police Car - Field
2523	2000 CHEVROLET Impala	Police Car - Field
2527	2000 CHEVROLET Impala	Police Car - Field
2528	2000 CHEVROLET Impala	Police Car - Field
2531	2000 CHEVROLET Impala	Police Car - Field
2560	2000 CHEVROLET Impala	Police Car - Field
2568	2000 CHEVROLET Impala	Police Car - Field
2583	2001 FORD CROWN VICTORIA	Police Car - Field
2612	2001 FORD CROWN VICTORIA	Police Car - Field
2619	2001 FORD CROWN VICTORIA	Police Car - Field
2632	2002 FORD CROWN VICTORIA	Police Car - Field
2637	2002 FORD CROWN VICTORIA	Police Car - Field
2638	2002 FORD CROWN VICTORIA	Police Car - Field
2640	2002 FORD CROWN VICTORIA	Police Car - Field
2641	2002 FORD CROWN VICTORIA	Police Car - Field
2642	2002 FORD CROWN VICTORIA	Police Car - Field
2649	2002 FORD CROWN VICTORIA	Police Car - Field
2651	2002 FORD CROWN VICTORIA	Police Car - Field
2676	2003 FORD CROWN VICTORIA	Police Car - Field
2677	2003 FORD CROWN VICTORIA	Police Car - Field
2678	2003 FORD CROWN VICTORIA	Police Car - Field
2679	2003 FORD CROWN VICTORIA	Police Car - Field
2680	2003 FORD CROWN VICTORIA	Police Car - Field



2681	2003 FORD CROWN VICTORIA	Police Car - Field
2682	2003 FORD CROWN VICTORIA	Police Car - Field
2689	2003 FORD CROWN VICTORIA	Police Car - Field
2690	2003 FORD CROWN VICTORIA	Police Car - Field
2696	2003 FORD CROWN VICTORIA	Police Car - Field
2713	2003 FORD CROWN VICTORIA	Police Car - Field
2714	2003 FORD CROWN VICTORIA	Police Car - Field
2748	2003 FORD CROWN VICTORIA	Police Car - Field
2749	2003 FORD CROWN VICTORIA	Police Car - Field
2750	2003 FORD CROWN VICTORIA	Police Car - Field
2752	2003 FORD CROWN VICTORIA	Police Car - Field
2753	2003 FORD CROWN VICTORIA	Police Car - Field
2776	2004 FORD CROWN VICTORIA	Police Car - Field
2777	2004 FORD CROWN VICTORIA	Police Car - Field
2778	2004 FORD CROWN VICTORIA	Police Car - Field
2783	2004 FORD CROWN VICTORIA	Police Car - Field
2784	2004 FORD CROWN VICTORIA	Police Car - Field
2388	1998 FORD CROWN VICTORIA	Shooting Range vehicle
2370	1998 CHEVROLET TAHOE	SUV - Large
2701	2002 CHEVROLET S-10 BLAZER	SUV - Midsize

**TOTALS FOR DEPARTMENT 420: 92 VEHICLES**

FIRE DEPARTMENT		
2604	2001 FORD F350 DRW	1 Ton Pickup
2662	2002 CHEVROLET K2500 HD	3/4 Ton Pickup 4x4
2733	2003 CHEVROLET K2500 HD	3/4 Ton Pickup 4x4
2746	2003 CHEVROLET K-30 CREW	3/4 Ton Pickup 4x4
1111	1979 SEAGRAVE LADDER TRK	Aerial Ladder
1998	1991 LTI LADDER TRK	Aerial Ladder
2539	2000 PIERCE LADDER TRK	Aerial Ladder
2026	1992 INTERNATIONAL 4900	Ambulance
2258	1996 FORD F-350 AMBU	Ambulance
2494	2000 INTERNATIONAL 4700 AMBUL	Ambulance
2540	2001 FORD F-350 AMBU	Ambulance
2569	1999 INTERNATIONAL 4700 AMBUL	Ambulance
2644	2001 INTERNATIONAL 4300	Ambulance
2645	2001 INTERNATIONAL 4300	Ambulance
2659	2002 FORD F-350 AMBU	Ambulance
2761	2003 INTERNATIONAL 4300	Ambulance
2327	1997 FORD CROWN VICTORIA	Full size car
2328	1997 FORD CROWN VICTORIA	Full size car
2663	2002 CHEVROLET Impala	Full size car
2664	2002 CHEVROLET Impala	Full size car
1100	1979 SEAGRAVE 1000 GPM PUMPER	Pumper
1560	1984 AMLFR 1500 GPM PUMPER	Pumper
1843	1988 SEAGRAVE 1500 GPM PUMPER	Pumper
1844	1988 SEAGRAVE 1500 GPM PUMPER	Pumper

2093	1994 KME 1500 GPM PUMPER	Pumper
2094	1994 KME 1500 GPM PUMPER	Pumper
2151	1994 KME 1500 GPM PUMPER	Pumper
2536	2000 PIERCE 1500 GPM PUMPER	Pumper
2660	2002 PIERCE 1500 GPM PUMPER	Pumper
1101	1972 AMLFR 1500 GPM PUMPER	Reserve Pumper
1124	1977 BROCKWAY PUMPER	Reserve Pumper
1944	1970 MAXIM 1000 GPM PUMPER	Reserve Pumper
2697	2002 SPARTAN ADVANTAGE FF	Squad Truck - 6 Man
1459	1982 MACK MC487P	Support/Rescue
2139	1994 GMC SUBURBAN	SUV - Large
2431	1999 CHEVROLET TAHOE 4DR.	SUV - Large
2484	1999 CHEVROLET TAHOE 4DR.	SUV - Large
2595	2001 CHEVROLET TAHOE	SUV - Large
2596	2001 CHEVROLET TAHOE	SUV - Large
2185	1995 GMC JIMMY	SUV - Midsize
2318	1997 GMC JIMMY 4WD	SUV - Midsize
2610	2001 CHEVROLET BLAZER	SUV - Midsize

**TOTALS FOR DEPARTMENT 444: 42 VEHICLES**